

**SPECIAL SESSION RUSH COUNTY BOARD OF COMMISSIONERS JUNE 5, 2018
RUSH COUNTY COUNCIL**

The Rush County Board of Commissioners and the Rush County Council met in special session Tuesday, June 5, 2018 with Commissioners Paul Wilkinson, Mark Bacon, Bruce Levi, Council Members Gerald Mohr, Warren Norris, Janet Kile, Marvin Hedrick, Scott Barnes and Steve McCorkle, Auditor Jodi Harr, and Leigh Morning, County Attorney, in attendance. Council Member Charles Smith was absent.

Paul Wilkinson called the commissioners to order at 2:00 p.m.

Gerald Mohr called the council to order at 2:00 p.m.

The purpose of the special meeting was to discuss human resources and payroll issues for Rush County employees.

Commissioner Wilkinson stated that the current payroll deputy has put in her notice to leave employment with Rush County effective June 29, 2018. The purpose of the meeting is to determine if now is the time to move forward and create a new position for a Human Resource Director or to hire a new payroll deputy and continue as we currently do with the Auditor's office providing human resource services with consultation from the county attorney and Waggoner, Irwin and Scheele.

Auditor Jodi Harr commented that both the commissioners and the council have expressed an interest over the last year of hiring an HR Director. She is willing to give up the salary for the payroll position in her office and apply it to the HR Director. If this is done, her office will continue to process the accounting functions of payroll by adding those responsibilities to staff that she already has but all other human resource services would be moved to the HR Director. She asked that both boards only consider this if they are willing to allow the HR Director to enforce the policies set forth in the personnel policy, approved by the commissioners and council, and be supportive of the position. If that cannot happen, she will go ahead and hire a payroll deputy and continue as we have over the last several years.

Discussion was held. The person would need to be a non-biased person who can think outside of the box. They would report to the commissioners for administration matters and to the council for fiscal matters. They need to have knowledge of the changing HR laws. They would need a private office space. They would work forty hours a week and be an exempt employee. Councilman McCorkle commented he believes all employees should work a forty hour week. They would need to have their own budget within county general. It is believed employer liability to employees is becoming a larger concern for employers. Scott Barnes commented that someone educated and knowledgeable about a position is like an insurance policy for the county. They would make sure we are in compliance with employment laws and our own

county policies. He feels like it is a good time to make this change. Gerald Mohr would like for the position to take care of new hires throughout the county. There is confusion when you have multiple people taking care of it. Commissioner Levi asked how this will affect the elected office holders. The office holder will still control who is hired. HR will assist them in the hiring process. It was noted that there will be an additional cost to the budget to pay for this position. In order to hire a qualified person, we will need to pay them a higher salary.

Commissioner Bruce Levi made the motion to proceed with hiring a Human Resource Director. Mark Bacon seconded the motion. All in favor. Motion carried.

Councilman Steve McCorkle made the motion to approve the financing of the newly created position of Human Resource Director. Scott Barnes seconded. All in favor. Motion carried.

Commissioner Wilkinson, Councilman Mohr, County Attorney Leigh Morning and Auditor Harr will work on getting a new job description developed for approval by the commissioners and then proceed with advertising the position. Wilkinson and Mohr will check with a couple of universities to see what the going range for salaries in Human Resources is. Harr has checked with a couple of other counties and their salary range is \$55,000 to \$65,000. For the remainder of 2018, funding can come from the remaining salary of the vacant payroll position in the auditor's budget and from the line in the commissioner budget designated for council use only.

Councilman Scott Barnes made the motion for an estimated salary range of \$55,000 to \$65,000 for a well-qualified candidate. Steve McCorkle seconded. All in favor. Motion carried.

Both boards agreed to conduct a budget workshop to be held on Wednesday, June 13 at 8 a.m. in the assembly room of the courthouse. Harr will make the public notice.

Mark Bacon made the motion to adjourn the commissioners. Bruce Levi seconded. Motion carried.

Scott Barnes made the motion to adjourn the council. Janet Kile seconded. Motion carried.

/Paul Wilkinson/
Paul Wilkinson Chairman

/Mark Bacon/
Mark Bacon

/Bruce Levi/
Bruce Levi

ATTEST:

/Jodi Harr/
Jodi Harr, Auditor

